

HAMILTON COUNTY BOARD OF AVIAITION COMMISSIONERS  
NOVEMBER 3, 2005

The Hamilton County Board of Aviation Commissioners met on Thursday, November 3, 2005 in the Commissioners Courtroom in the Hamilton County Government and Judicial Center, One Hamilton County Square, Noblesville, Indiana. An Executive Session was held in Conference Room 1A at 5:30 pm. President Kapostasy called the public meeting to order at 6:30 pm. Secretary Kim Rauch called Roll and declared a quorum present of Tom Kapostasy, Jon Ogle, Tim Tolson and Don Silvey.

**Approval of Minutes**

Tim Tolson motioned to approve the October 6, 2005 minutes. Don Silvey seconded. Motion carried unanimously.

**Executive Session Memoranda**

Jon Ogle motioned to approve the November 3, 2005 Executive Session Memoranda. Tolson seconded. Motion carried unanimously.

**Request for Qualifications – Engineering Services**

Rauch stated Requests for Qualifications for Engineering Services were received by Hanson Professional Services, RW Armstrong, NGC Corporation, Woolpert, Inc., and Butler Fairman and Seufert. Tolson motioned to refer the RFQ's to the Engineering Committee for review. Ogle seconded. Motion carried unanimously.

**Public Comments**

Gary Parker, President of SkyView Flyers, a flying club with 60 members and four airplanes - two located at Metropolitan (Metro) Airport and two at Eagle Creek Airport. Parker asked if there is anything going on relative to Metro Airport? Parker stated he understands this Board does not have jurisdiction over Metro. Parker stated they are hearing that Metro will be closed and moved elsewhere in Hamilton County. Parker stated they would like to make sure that any monies realized by the significant sale of that property would all go towards the purchase and improvements of any replacement airport. Kapostasy stated two members of this board have been interviewed by consultants representing Indianapolis International Airport regarding our intentions. The informal response we received from their consultant was that there is no active bidder or entity pushing to move Metro airport. As far as this Board is concerned we don't think anything active is happening. In terms of where the money will go, there are FAA regulations that when the FAA puts money into capital improvements, there is a time limit of 10 years which the airport can not be sold without their approval. When FAA money is put into land acquisition, the airport can not be moved until the FAA allows the airport to be moved. The FAA views the airport system as a whole and have informally said that the airport would have to be replaced in some way to serve the current constituents for that airport. A move somewhere in Hamilton County is possible, but the FAA would have to research it in detail. Kapostasy stated his view is that nothing will be happening with Indianapolis Metropolitan Airport in the near future. The Board's position is to support aviation in Hamilton County.

**President's Report [6:43:52]**

Corporate Hangers

Kapostasy stated another entity has contacted the airport requesting information on building another corporate hanger.

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INDOT

Kapostasy has sent a request to Jim Keefer, INDOT, for assistance with our Master Plan for next year. Mr. Keefer indicated he would consider it for INDOT funding in 2006, but that funding would probably not be available.

Kapostasy stated he also informed Mr. Keefer that this Board would consider any movement of State aircraft to Indianapolis Executive Airport. Mr. Keefer is forwarding that information to the State Department of Aviation.

Zionsville Community Schools

Kapostasy stated there has been no action with the Zionsville Community Schools.

Marketing Study

Tailored Tactics is proceeding with Marketing Study, they are still collecting data.

Westfield Planning Meetings

Dan and Andrea Montgomery, Carl Winkler and Tom Kapostasy have been attending the Westfield Planning meetings. The next meeting of the full committee is November 15, 2005 at Oak Trace Elementary School at 7:00 pm. Kapostasy will be attending this meeting.

Airport Zoning Classification – Hamilton County

The Board was unable to review the airport zoning classification proposal during the pre-meeting this evening. The Board should respond to this request, possibly a letter stating all of the things recommended are what airports use and state this is an important thing to do. The letter should be copied to Westfield Planning and Boone County. We could discuss this in detail at a later meeting, if necessary. Silvey motioned to send a general response to the Hamilton County Plan Commission noting that general protection of airports is in the public's best interest and copy the letter to Westfield and Boone County. Tolson seconded. Kapostasy suggested offering to meet in a workshop with Hamilton County, if they would like us to participate. The details of the zoning clarification should be worked out with professional aviation consultants. We are not qualified to work out the technical details. Silvey and Tolson accepted an amendment to their motion to offer to participate in any workshops that Hamilton County would have with their professionals to explore the details. Motion carried unanimously.

**Indianapolis Executive Airport [6:51:22]**

3<sup>rd</sup> Quarter Report

Andrea Montgomery reviewed the 3<sup>rd</sup> Quarter report from Indianapolis Executive Airport. Income - \$107,246 (62% of budget). Farm income has not been received to date. Fuel sales are good, growth is slow. Flowage fees are \$74,222 (74% of estimated budget). Hurricanes and increases in fuel prices have had an effect on the fuel prices. All leases have been paid. Hanger rents - \$25,020 (81% of budget). Ramp fees - \$1,902 (76% of budget).

Expenses are down – \$73,276 (59% of estimated expenses). Utilities have been supplemented by terminal maintenance. To date the county has received \$40,148 (84% of estimated budget due to county).

Montgomery is not paying for improvements anymore. The Indianapolis Executive Airport account is now paying for the improvements.

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Fuel Report

Carl Winkler reviewed the fuel report. They have passed the EPA analysis for not having any fuel losses since 2001. As of September 30<sup>th</sup>, 457,011 gallons have been pumped. They have estimated pumping 600,000 gallons this year.

Kapostasy asked Winkler to check what the fuel sales estimate is for 2006 and consider if the fuel sales estimate is reasonable and report on that next month.

Corporate Hanger & Ramp Improvements

Dan Montgomery stated the corporate hanger and ramp improvements are going well. Footings are being poured right now for the corporate hanger and terminal. The concrete for the ramp should begin next week.

Glideslope

Relocation of the Glideslope building is moving along. The Bailey property has been transferred. The FAA has sent a application for the Glideslope, which has been forwarded to Woolpert to complete.

Beals Property

Dan Montgomery has given the proposal to Mrs. Beals for her property. She has to discuss the proposal with her nephew and will get back with him as soon as possible.

RCO

Dan Montgomery asked the Board to review the information on a RCO system. Montgomery has contacted other airports using this system and they are all very happy with it. Montgomery recommended purchasing this system. Cost is \$6,500 plus installation. Michiana Contracting will be sending a quote for installation. Engineering costs will be minimal. Silvey motioned to proceed with purchase, upon approval from Woolpert, in an amount up to \$15,000. Funding will be from the TIF District. Ogle seconded. Motion carried unanimously.

IDEM

Montgomery stated IDEM has approved our application.

Master Drainage Plan

Mike Evans sated Woolpert they are setting up a meeting with the Boone County Surveyor regarding the new drainage ordinance and requirements for the airport.

Corporate Hangers

Montgomery asked when he could meet with Woolpert regarding the site planning for corporate hangers. Evans stated they can meet with him anytime. Montgomery will set up the meeting. Ogle asked if the site selections will be made on a first come basis? Montgomery stated he would like to get proposals from three or four people before making the site selections.

Runway Crack and Surface Repair

Tolson asked if we are going to do runway crack and surface repair this year? Montgomery stated it needs to be done; it is scheduled for next year as it is too late for this season.

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Ogle asked Evans if the liability cost issue that plagues the aviation industry enters into bids for runway repairs, construction, which is driving the high bids? Evans stated he does not understand why the bids we received were higher than the estimate. The high bids are across the board, whether dirt, asphalt, etc. Evans stated liability should not be an issue with the bids.

Noise Complaints

Tolson asked if a procedure for informing the Board of noise complaints has been implemented? Montgomery stated no, he has not worked on it. There have been no noise complaints this month.

**Woolpert Engineering Report**

Mike Evans thanked everyone for their participation during the annual AAI Conference.

Corporate Hangar and Tee-Hangar Project

Evans stated part of the Corporate Hangar and Tee-Hangar project is to design two taxiways for the Tee-Hangars that are 575' long, known as the east-west taxiways located just west of the entrance. The east taxiway has a section that is 207' in which the contractor has been unable to meet moisture content and compaction. In the essence of time and the contractor's proposal to fix it with lime, they have proposed to "seed" the area with #2 stone to try to stabilize the sub-grade. Woolpert has recommended not doing that portion of the project due to lack of funding. Montgomery's are willing to accept the financial responsibility to get the best compaction possible, then lay #53 aggregates and then pave the area. Woolpert stated that solution is not a bad idea. Woolpert and Hunt Paving have requested that if this is done the Board sign a letter relieving them of any financial responsibility for any failure of that 207' of pavement in the future. Kapostasy asked what is a cost estimate to replace the pavement if there is a failure? Woolpert stated it could be \$50,000 at the high end. Evans stated it would be approximately \$10,000 for lime stabilization. Kapostasy asked if there is money in the TIF District fund, that could it be transferred into this project line item? Kim Rauch stated there is money available from the RCO line item, she would have to check with the Auditor's office to verify a transfer could occur. Silvey motioned to allow Woolpert to exceed the project budget by \$10,000 to address this situation. Tolson seconded. Motion carried unanimously. Tolson motioned to approve a transfer from RCO Project to this project up to \$10,000. Silvey seconded. Motion carried unanimously.

Evans stated the project is coming together. Concrete will begin to be poured next week. The main portion of the taxiway is progressing.

Bailey Property – Tree Removal

Evans stated Mr. Bailey has requested some additional trees be removed, which may or may not be part of the project scope. Evans stated if it can be done within the scope of the project they will take care of it.

Change Order – Corporate Hangar and T-Hangar Project

Evans requested approval of a Change Order for the Corporate Hangar and T-Hangar project in the amount of \$22,875.49. Silvey motioned to approve. Ogle seconded. Motion carried unanimously.

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Invoices

Tolson motioned to approve the invoices from Gradex - \$111,838.95 and Woolpert - \$28,512.50 for the RSA Grading & Glideslope project (AIP-12). Silvey seconded. Motion carried unanimously.

Tolson motioned to approve the invoices from Hunt Paving - \$155,181.14 and Woolpert - \$23,807.20 for the Corporate Apron and T-Hangar project (TIF Fund). Tolson motioned to approve. Ogle seconded. Motion carried unanimously.

Property North of Airport

Evans stated he has forwarded to Mike Howard an estimate on the costs for the property north of the airport.

Glideslope Project Fencing

Kapostasy asked what are we doing on the south end of the property with the Glideslope project fencing? Evans stated security fencing plus one gate have been installed on the south end of the property to prevent entry to the localizer. It is approximately 400' on the end and 200' on each side.

**Old Business**

Airport Road Signs

Rauch stated she has received a quote from Hamilton County for the purchase and installation of airport road signs in the amount of \$288.04. Andrea Montgomery has requested the airplane picture be a jet. Rauch will request the change from Hamilton County. Silvey motioned to approve an amount not to exceed \$500 for the signs. Tolson seconded. Motion carried unanimously.

Rauch stated she has received a call from Boone County acknowledging the receipt of our request for signage, they will be sending the information.

**New Business**

Additional Appropriation

Rauch stated the State has approved the Additional Appropriation of \$50,000 for the Master Planning Study and the funds have been put in a line item. A contract will need to be signed by December 16, 2005 in order to encumber the funds or an additional will need to be requested from the County Council in 2006. Additional Appropriations will not be heard by the Council until March 2006. Kapostasy asked Evans to check into the status of meeting with Aerofinity for preparing the study.

**Next Meeting**

Kapostasy requested a pre-meeting before the December 1<sup>st</sup> meeting to begin at 5:30 pm to begin discussion of the Capital Improvement Plan. Tolson motioned to approve. Ogle seconded. Motion carried unanimously.

**Cumulative Capital Fund**

Rauch will find out if the \$300,000 in the Cumulative Capital Fund needs to be encumbered and report back at the December meeting.

**Airport Capital Fund**

Kapostasy asked if the cash balance in the Airport Capital Fund (#114) can be used? Rauch stated this is an un-appropriated fund, she will check with the Auditor.

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Kapostasy asked Andrea Montgomery to bring the cost proposal for the security cameras to the December meeting.

**Legal Counsel**

Kapostasy state Mike Howard was unable to attend this evening. Progress has been made with the Beals property as well as the property north of the airport.

Noise Sensitive Permit Applications

Kapostasy stated at the last meeting there was a discussion of whether the Board should be sending letters to INDOT in response to Construction in Noise Sensitive Area Permits. Tolson stated he does not think the permits should be issued. Kapostasy suggested the Board instruct legal counsel to draft a letter indicating we oppose construction permits being issued in a noise sensitive area. Tolson suggested a standard letter be drafted to have on file when the application notices are received. INDOT has stated that they do not have a legal basis to deny a permit in a noise sensitive area unless it under the tall structure act. This letter would at least be on file stating that this is not a good idea and could be used in court that they were advised at the time of construction that the permit was opposed. Ray VanSickle stated INDOT Division of Aeronautics issues one permit to Drees Homes. Every homeowner that wants to build is supposed to sign the request, the developer should not be allowed to take in the form and then hide it in the covenant. INDOT needs the Board's input. Ogle motioned to instruct legal counsel to draft a letter indicating that noise sensitive use permit not be issued in these three instances that we have been notified of. Tolson seconded. Motion carried unanimously.

**Public Comments**

VanSickle suggested the crack filling be done in January or February before the rains comes.

VanSickle suggested a log of noise complaints be kept.

VanSickle asked if the Board has thought about the overlay zone? Kapostasy stated it is on the Board's agenda to look at.

**County Council Liaison**

Brad Beaver stated he asked the County Council attorney to review the zoning statutes around the airport and has presented that report to the Hamilton County Council. Beaver stated he thinks the aviation board can zone around the airport anytime they want to, with council support. The County Council has no concerns with financially supporting the zoning. Beaver encouraged the Board to engage in a contract for the Master Planning Study as soon as possible.

Ogle motioned to adjourn. Silvey seconded. Motion carried unanimously.

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**Present**

Tom Kapostasy, President  
Jon Ogle, Vice President  
Don Silvey, Board Member  
Tim Tolson, Board Member  
Dan Montgomery, Montgomery Aviation  
Andrea Montgomery, Montgomery Aviation  
Carl Winkler, Montgomery Aviation  
Mike Evans, Woolpert  
Brad Beaver, Council Liaison  
Tom Elliott, Indianapolis  
Gary Parker, Fishers  
Ray VanSickle, Zionsville  
Kim Rauch, Recording Secretary

**APPROVED**

\_\_\_\_\_  
Tom Kapostasy, President

Date: \_\_\_\_\_

**ATTEST**

\_\_\_\_\_  
Kim Rauch, Secretary

Date: \_\_\_\_\_